

Amesbury Council on Aging

Public Computer and Wireless Access Acceptable Use Policy

Public computers and wireless Internet access are provided to as a resource to Amesbury Senior Citizens. This policy sets out appropriate use of the COA public computers and wireless access in order to ensure the maximum COA-related use of these services, to prevent damage to COA computing resources, and to provide guidelines for use.

Rights and Responsibilities:

Computers and networks can provide access to resources as well as the ability to communicate with others worldwide. Such open access is a privilege and requires that individual users act responsibly. Users must respect the rights and sensibilities of others. They must respect the integrity of the computer systems and related physical resources, and observe all relevant laws and regulations.

Public computers are provided in the COA for:

- Access to Internet resources
- Word processing and other productivity applications
- Printing files from removable storage devices or the Internet
- Users may not install, delete, or modify COA hardware or software
- Inappropriate use includes, but is not limited to:
 - Displaying materials that can be considered objectionable
 - Attempting to alter COA default settings in any way
 - Attempting to violate any security system on a computer or network (whether using a COA computer or a personal device)
 - Destruction of or damage to equipment, software, or data belonging to the Amesbury COA/FCOA or other users
 - Using COA resources to harm or disrupt the resources of other persons or institutions
 - Using the machines in any way that violates local, state, or federal law (whether using a COA/FCOA computer or a personal device)

The COA reserves the right to terminate the computer use privileges of any person abusing the above principles. The Amesbury Council on Aging is not responsible for damage to an individual's disk, USB drive, laptop, or any other device or for any loss of data, or liability that may occur from individual's use of wireless access or COA computers.

The Friends of Council on aging (FCOA) are supportive of the technology center and accept financial donations to aid in upgrading services and/or products.